



Abilene Police Department Operating Procedures

Subject:

Welfare Checks

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Welfare Checks

When an officer responds to a residence when they reasonably believe an emergency exists (e.g. strong odor of gas/fire or other circumstances indicating a sense of urgency), entry may be made by whatever measures the officer deems appropriate. Generally, entry should be made at a point that will result in the least costly damage to property.

No Response

When no obvious emergency exists and the officer cannot get a response at the residence, he/she should:

- A. Talk to the calling party if available;
- B. Check with the neighbors;
- C. Attempt to contact the residence by phone or use other available resources to locate the resident;
- D. Attempt to contact relatives and
- E. Check with hospitals.

In the event none of the above actions result in a satisfactory explanation of the circumstances, the following actions should occur:

- A. The officer's supervisor should respond to the scene.
- B. The officer should check the residence thoroughly for a place entry can be made without force.
- C. If the residence is totally secure and time and circumstances permit, a locksmith should be called to the scene to gain entry. If a locksmith is used, the officer should obtain an invoice from him/her at the scene to forward to the Chief's secretary.
- D. If a locksmith cannot be contacted to make entry, the residence should be entered at a point resulting in the least costly damage. (A window pane is cheaper than a door.)
- E. If the occupant is not found at the residence, a note will be left giving the name(s) of the officer(s), times and reason(s) for entry.
- F. If forcible entry is made, effort will be made to re-secure the residence.

Reports Made

Anytime entry into a residence occurs and no other report (such as Death Investigation) is made, a CAD entry will be completed. The CAD entry will include:

- A. The reason and justification for entry;
- B. The method of entry and locksmith's identification if used and
- C. Whether the residence was re-secured or what means were taken to protect the residence.